

Alaska Workforce Investment Board  
Executive Committee  
Tuesday, May 12, 2009 - 10:00 a.m.  
Teleconference: 1-888-354-0094, Conference ID#4461969  
Meeting Minutes

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- **Call to Order 10:08 a.m.** ☒ Jim Lynch, AWIB Chair; ☐ Neal Foster, AWIB Vice Chair; ☒ Doug Ward, WR/EP Chair; ☒ Jim Laiti, PP/AE Chair; ☒ Linda Hulbert, Legislative Chair; ☐ Chris Gregg, Youth Council Chair

*Members in Attendance:* Scott Clark, Kathy Craft, Dave Rees, Fred Villa

*Staff in Attendance:* Greg Cashen, Executive Director/AWIB; Bejean Page, Administrative Assistant/AWIB; Mike Shiffer, Assistant Director/DBP; Carol Collins, Policy & Program Specialist/ESD

- **Approval of Agenda**

Doug Ward made a motion to approve the agenda, seconded by Jim Laiti. Vote taken, MOTION passed.

- **Approval of Minutes - April 14<sup>th</sup>**

Jim Laiti made a motion to approve the April 14 minutes, seconded by Doug Ward. Vote taken, MOTION passed.

- **Action Items**

1. 2009 ARRA Summer WIA Youth Procurement Waiver Request

Mike Shiffer gave a brief overview of the waiver request. The waiver is to waive procurement requirements for stimulus funds and needs approval from the Exco to forward through DOLWD to the USDOLWD. Timing is on the essence because we want to make sure that stimulus funds for youth programs are on the streets in time for the summer season. The USDOLWD AARA funds to the Department provide summer employment services. This was included in the budget that passed the legislature and will go on to the Governor now. We would like to wave the process of competitive bidding and give the funds to current providers. It takes 4-6 weeks to get funds out and distributed. If the waiver is approved we would be able to get the funds by May 25th. We would be serving up to 800 youth this summer. The AARA funds are intended to go out in a quick manner. The USDOLWD will be looking to recapture and redistribute funds to other states that are not used in a timely manner. This administrative process (waiver) will allow us to use the funds with work readiness skills.

Jim Lynch asked if the stimulus funds go through existing programs, funding wise, does that allow DOLWD to offset and spend GF money on other programs?



The AARA funds are meant to add to funds. We will still have to be accountable for regular funds. We still have to do our regular grants.

Fred Villa - youth placement, employment programs and cdq. Does this preclude any organizations having access by using this waiver?

It would not preclude those folks from applying next year for the stimulus funds. We will have the flexibility to work with former WIA youth grantees. Tanana Chiefs conference has knowledge and expertise and they would be an organization for us to approach. This year it would be limited but next year it would not.

Fred Villa - will there be any oversight through the Youth Council and Youth Council chair regarding these funds and what else would you need from AWIB?

Selection of eligible providers would still need AWIB help. The week of May 18<sup>th</sup> we do have one member of Youth Council participating in the grant reviews.

Fred Villa - is there any other process steps in moving this waiver forward?

There are requirements that we provide public input on the waiver, transmitted to USDOLWD – 23 other states have applied and received the waiver within 24 hours. We are anticipating that it will go quickly.

Kathy Craft – DHSS – are the grantees all in good standing?

Yes, they are currently in good standing – due diligence and satisfactorily. Work readiness is new under AARA so we will see how they do with that.

Dave Rees – are the funds only for 2009?

The funds are available for 3 years, however because of the intent of the AARA funding, 70% by June 30<sup>th</sup> next year will be recaptured and redistributed to other states if not used.

Dave Rees – how are we going to be identifying youth to get into programs? Is youth council going to be able to take information to schools or what is the process?

The State is taking an active role, as soon as the waiver and the budget have been signed. This is youth through age 24. So we can go through job centers that serve 18-24, Charter College, etc...

Dave Rees – How are we contacting employers – companies to sponsor externships – is there assistance given from AWIB to solicit those employers? There are appropriate providers in the community. SERRC – data base of over 200 employers. They will accept youth if opportunity is available. We are

anxious to market to other employers. We are going to move from serving 150 to 800. It will be a significant increase.

Greg Cashen – can you give us an update at the Youth Council face-to-face meeting on May 27<sup>th</sup> and the AWIB meeting on May 28<sup>th</sup> & 29<sup>th</sup>?

Mike indicated that he would be available to do that.  
Mike also said that Jim Laiti will be going over the plan and the AGIA strategic plan at the upcoming P&P meeting on Thursday. Submitted by 6/30. Timing situation and trying to pull all pieces together.

Linda Hulbert made a motion to approve the submittal of the waiver, Doug Ward seconded. Vote taken, MOTION passed.

## 2. AWIB Committee Structure

What is the right answer for our committee design? We have a history of lack of participation. Some time ago the board was advised to combine the committees. We want to look at the strategic value in separating them again. It is an idea that deserves consideration. We need participation to have a quorum and to meet obligations. It has been observed that the assessment & evaluation of our work has not received attention and it is an important part of our board. We would like to consider separating the combined P&P/A&E. We would need to assign a chair and members. We could give it a trial because there is a critical need not being met. We would leave the WREP committee combined. I am looking for a motion to separate P&P/A&E into separate committees.

Linda Hulbert – for the purpose of discussion I will make the motion, seconded by Doug Ward.

Exco members discussed that one of the concerns would be is there adequate staffing? Emphases on evaluation and assessment, we would rely on staff. One of the keys to this is we have to make sure we have adequate staffing available. Also make sure we have staffing personnel commitment from board members. Are we doing the job and are we effective – we need the committee. The assessment and evaluation would be reviewing and helping the job centers. We haven't been doing this and it is a good way to go.

Greg said that it is an important function and one that the Education Specialist coming on board July 1<sup>st</sup> would be able to help with. We will make sure the committee is staffed.

One unintended consequences would be that we are adding another member to the Exco board, which would then total 7.

Dave Rees asked if the original combination was a board action or Exco decision. We will look into that information.

Vote taken, MOTION passed.

- **Discussion Items**

1. Extension and ARRA Strategy of Alaska Strategic State Plan for Title 1 WIA  
There will be a meeting this Thursday at 1:30 for P&P/ A&E to discuss revisions to the State plan including one year extension. Review will be presented on May 28<sup>th</sup> for approval.

2. Final Preparations for May AWIB Meeting  
We are adding some time to the Commissioner of Educations presentation on the agenda.

- **Reports**

1. Director – Greg Cashen  
Andy Baker has resigned from the board and Chris Gregg has been chosen as the new Youth Council Chair.

2. Chair – Jim Lynch

3. Committees – Committee Chairs  
Doug Ward said the WREP committee finished the template and would like it to procedurally flow through P&P to be approved by the committee and then come before the full board in two weeks. He is not sure if it is going to be ready and asked Dave to help Jim with it. Dave indicated that he would and thinks the review should be smooth and will be able to bring to the full board.

- **Other Items:** Questions from AWIB Members

Open floor discussion to group for any questions or issues. None.

- **Adjournment: 11:00 a.m.** – Doug Ward made a motion to adjourn, Jim Laiti seconded.  
Vote taken, MOTION passed. Next Ex Co Meeting June 9<sup>th</sup>